

INSTRUCTIONS FOR GASOLINE DISTRIBUTORS TAX RETURN

Form GT 5

RECEIPTS

Line 1 - Beginning Inventory. The number of gallons in inventory at the beginning of the period. If there are multiple products, combine all inventories.

Line 2 - Gallons Received - Tax Paid. The number of gallons received from any source on which Maine excise tax has been paid. A Schedule 1 must be attached for each fuel type.

Line 3 - Gallons Received - Tax Unpaid. The number of gallons received from sources within Maine. A Schedule 2 must be attached for each fuel type.

Line 4 - Gallons Imported - Direct to Customer. The number of gallons received from outside of Maine which were delivered directly to your customer. A Schedule 3 must be attached for each fuel type.

Line 5 - Gallons Imported - Bulk Storage. The number of gallons received from outside of Maine which were delivered directly to your bulk storage facility. A Schedule 4 must be attached for each fuel type.

Line 6 - Total Receipts. Total lines 2, 3, 4 and 5.

Line 7 - Available Gallons. Add line 6 (Total Receipts) to line 1 (Beginning Inventory).

Line 8 - Ending Inventory. The number of gallons in inventory at the end of the period. If there are multiple products, combine all inventories.

Line 9 - Accountable Gallons. Subtract line 8 (Ending Inventory) from line 7 (Available Gallons). Note: This amount will not necessarily agree with line 1 (Total Gallons sold) in the Sales section because of stock losses or gains. Do not make adjustments to the monthly returns for losses or gains. This will be accomplished at the end of the year on the reconciliation return.

SALES

Line 1 - Total Gallons Sold. The total number of gallons sold to customers or used by your company during this period.

Line 2 - Exports. The number of gallons sold exempt for export out of Maine. A Schedule 7 must be attached for each fuel type.

Line 3 - Sales to Licensed Distributors. The number of gallons sold exempt to other distributors for resale. A Schedule 6 must be attached for each fuel type.

Line 4 - Bulk Sales to United States Government. The number of gallons sold in bulk exempt to the United States Government during this period. A Schedule 8 must be attached for each fuel type.

Line 5 - Bulk Sales to Political Subdivisions of this State. The number of gallons sold in bulk exempt to political subdivisions of Maine. A Schedule 9 must be attached for each fuel type.

Line 6 - Jet Fuel for International Flights. The number of gallons sold exempt during this period for use by the customer to propel jet or turbojet engine aircraft in international flights. A Schedule 10 must be attached for each fuel type.

Line 7 - Total Exempt Sales. Total lines 2, 3, 4, 5 and 6.

Line 8 - Taxable Gallons. Subtract line 7 (Total Exempt Sales) from line 1 (Total Gallons Sold).

(turn return over)

TAX COMPUTATION

Line 9 - Taxable Sales of Gasoline. The number of taxable gallons of gasoline sold during this period. Then multiply these gallons by the excise tax rate identified on this line. A Schedule 5 must be attached for each type of fuel if any of these sales were made to other suppliers.

Line 10 - Taxable Sales of Aviation Gas. The number of taxable gallons of aviation gas sold during this period. Then multiply these gallons by the excise tax rate identified on this line. A Schedule 5 must be attached for each type of fuel if any of these sales were made to other suppliers.

Line 11 - Taxable Sales of Jet Fuel. The number of taxable gallons of jet fuel sold during this period. Then multiply these gallons by the excise tax rate identified on this line. A Schedule 5 must be attached for each type of fuel if any of these sales were made to other suppliers.

Line 12 - Total Taxable Gallons Sold. Total the gallons reported in lines 9, 10 and 11. This amount must agree with line 8 (Taxable Gallons)

Line 13 - Net Excise Tax Due. Total the **tax** amounts in lines 9, 10 and 11.

Line 14 - Dealer Credit Card Sales to U. S. Government. The amount of sales reflected on U. S. Government credit card sales with dealers. A Schedule 22 must be attached for each fuel type.

Line 15 - Excise Tax Paid Purchases. The total amount of tax paid purchases during this period. This amount should agree with line 2 (Gallons Received-Tax Paid) in the Receipts section, multiplied by the applicable rate. A Schedule 1 must be attached for each fuel type.

Line 16 - Credit from Prior Period. If your prior period resulted in a credit and you have received a credit memo from Maine Revenue Services, place that amount on this line. This is not an adjustment line. Changes to prior returns must be made on amended returns.

Line 17 - Amount Due. Subtract lines 14 (Dealer Credit Card Sales to US Government), 15 (Excise Tax Paid Purchases) and 16 (Credit from Prior Period) from line 13 (Net Excise Tax Due). If the result is a credit amount, use line 18.

Line 18 - Credit Due. Subtract lines 14 (Dealer Credit Card Sales to US Government), 15 (Excise Tax Paid Purchases) and 16 (Credit from Prior Period) from line 13 (Net Excise Tax Due). If the result is a debit amount, use line 17. Credits will be carried forward to the next period. Place this amount on line 16 of your next return. Alternatively, if you prefer to have the credit refunded to you, check the appropriate box and **do not** take the credit on the next return.

Lines 19, 20 and 21 - Net Excise Taxes. Indicate the net tax amounts for each type of fuel. The total of lines 19, 20 and 21 should equal the sum of line 13 less lines 14 and 15.

Schedule check off boxes. Please use these boxes to indicate those schedules which are attached to this return. Failure to attach appropriate schedules may prevent your return from being processed and would require additional correspondence.

Make check or money order payable to the State Treasurer. Do not forget to enclose it with your return. Please also indicate your registration number on your check. Mail to Maine Revenue Services, Sales/Excise Tax Division, 24 State House Station, Augusta, ME 04333-0024. Failure to file and pay this return on or before the due date will result in interest and penalty charges. Billings are issued shortly after the processing of your return. If any assistance is needed, please write to the above address or call (207) 624-9745.